

December 2000

Number 12

RCFTS NEWS



HAPPY HOLIDAYS!

This is the twelfth issue of the RCFTS News. We hope it is helpful, informative and of interest to you.

The RCFTS newsletter, Coordinators List, and Users Guide can be obtained at <http://www.usda.gov/rus/water/rcfts.htm>. Contact anyone on the SRB if you experience difficulties in pulling down the newsletter from the internet site and we will be glad to either mail or fax a copy to your state.

A suggestion was made to include a "table of contents" in the RCFTS News to make it easier to find a particular item when searching through back issues. We have provided a table of contents with this issue and will continue the practice in future issues.

Table of Contents:

RFA Updates:

- ❖ Key Field Maintenance Screen
- ❖ Screen CP08 - Deobligation Codes
- ❖ Screen CP06 - Date Verified Field
- ❖ Report CPN21 - Average User Rates Report
- ❖ Report CP03 - Unliquidated Obligations Report
- ❖ RCFTS Help Screens
- ❖ Screen BI 57 - Source of Funds Codes C, D, and E

Multi-Program Related Issues:

- ❖ Policy for CF/WW on recording the Cost Analysis (CP11 Screen)
- ❖ WEB Focus websites
- ❖ WEB Focus canned reports
- ❖ New Focus Date Elements added

RUS Issues:

- ❖ None

RHS Issues:

- ❖ Performance Measures

RBS Issues:



- ❖ None



An index has been compiled as an attachment to this newsletter listing some of the previous issues (the present through January 1999) of the RCFTS Newsletter and their respective subject matter.



RFA UPDATES

- ❖ Key Field Maintenance Screens CP02/BI 52. We think we finally have them fixed. You should now be able to change NAICS codes, facility numbers, case numbers and fund codes from the Key Field Maintenance Screens. The problem has been fixed on both the CP and BI sides. Please let us know if you notice any problems.
- ❖ Screen CP08 will now accept and retain deobligation codes. The problem of the "disappearing" codes has been corrected.
- ❖ Screen CP06 will now allow the deletion of an entry in the "date verified" field. Prior to this correction, once a date was entered in this field the system would not allow you to delete it without entering another valid date. 
- ❖ Report CPN21, Average User Rates Report, is now available to field offices. This report provides a list, by state and district, of the user rates for water and sewer systems. This should be beneficial in determining similar system costs.
- ❖ Report CP03, Unliquidated Obligations Report, now includes Status Code "408." This is the status in which you place a new borrower who has assumed a loan/grant as an eligible borrower.
- ❖ An RFA has been turned over that will now allow the National Office to update the Help screens in RCFTS. If there are any existing errors or changes that need to be made to the Help screens, please contact Andrea for RCCP and Sylvia for RCBI. We will also be reviewing the Help screens for accuracy but would like your help as well. THANKS!!! 

- ❖ Additional Source of Funds codes have been added for Screen BI 57. They are "C" for B&I Empowerment Zone/Enterprise Community guaranteed loan – 1 Percent Fee (BI ZIP), "D" for Community Adjustment and Investment Program (CAIP/Nadbank), and "E" for Community Adjustment and Investment Program appropriation (CAIP/Nadbank-APP).

If there are problems with any of the RFA turnovers, please advise a member of the SRB.

Multi-Program Related Issues



POLICY FOR CF/WW ON RECORDING THE COST ANALYSIS (CP11 SCREEN):



There have been many discussions on how to track the breakdown of project costs for direct/guaranteed combination projects, as well as for cost overruns. In the future, the following will be the policy on how these should be tracked in RCFTS:

1. For a **direct/guaranteed** combination project - You SHOULD have a Fund Analysis for the direct and the guaranteed loan. Since you will be tracking the direct and guaranteed loans as separate records on RCFTS, only the direct loan information should be entered on the direct loan record and only the guaranteed loan information should be entered on the guaranteed loan record on the CP11 screens. DO NOT SHOW the guaranteed loan as OTHER funds on the direct loan screen (or vice versa). This would cause major duplication. Fundamentally, the direct and the guaranteed loan records should be added together to equal the total project cost.

We know in the past we may have told you to show the guaranteed loan funds as OTHER funds on the direct loan screen, but with further consideration we feel this is no longer the best option.



If you have other monies involved outside of RD funding, these other funds would be collected on the CP11 screen for whichever loan (direct or guaranteed) represents the larger percentage of the project.

With all of the above being done, there will be no duplication of combination direct/guaranteed projects.

We understand you will not be able to match the total project cost to the funding sources, but with the direct and guaranteed loans being tracked separately there really is no way to do so. Therefore, in order to link the direct and guaranteed loans you should use the REMARKS field at the bottom of the CP09 screen to reference each loan to the other. (Do not worry about the error message in RCFTS saying that the total projects cost does not match the funding. This will not prevent you from continuing to track this loan - it is only a warning message.) The canned FOCUS Report CP10, Status Summary Report, automatically displays the REMARKS field, which will indicate whether two loans are linked as one project, or you can write your own Ad-Hoc report to include the REMARKS field.



2. For a **Cost Overrun** project - These are stand-alone fund requests in RCFTS. Although you change the original Fund Analysis paper form, do not change the CP11 screen in RCFTS for the original obligation. The cost overrun should only be reflected on the CP11 screen for the cost overrun record. You may use the REMARKS field to link this cost overrun to the original project. Remember, the REMARKS field appears on the CP10 Report.

WEB FOCUS WEBSITES:

For simplicity it may be easier to continue using the original website (<http://stlssb.usda.gov>) which now links to the GLS web (<https://gls.usda.gov/>) we recently asked you to use. If you use the "stlssb" website, when you click on the canned RCFTS reports (either RCCP or RCBI) you will be linked directly to these reports on the GLS website. When you get to this site you will need to click on "Log In" on the top right. (Yes, you have to log in on the "stlssb" website as well as on the GLS website because they cannot pass the security information between websites.) Once you have logged in on the GLS website, it will put you back into the canned reports section to start running your reports. If you use the GLS website only, you will have to select "RCFTS Reporting" on the bottom left of that webpage. Then log in the same way stated above. So, basically you can use either website. HOWEVER, the EIS canned reports as well as MRE (Ad-hoc reporting) can only be accessed at this time from the "stlssb" website.



We know this is cumbersome and we are trying to combine all of these reports and capabilities on one website to where you would only have to log in once.

WEB FOCUS CANNED REPORTS:



From now on we are only making updates/changes to the Web FOCUS canned reports. There will be no more updates/changes made to Native Canned FOCUS reports. We can no longer guarantee the validity of the data in these reports (native FOCUS). Therefore, it is important that you start using Web FOCUS (at least for canned reports) as soon as possible. All National and State Office canned reports are now available in Web FOCUS. If you need access to Web FOCUS please e-mail Andrea or Robin with your State, Name, FOCUS ID, and the programs you work with. We will e-mail you back when your ID has been added. There has been no word as far as Ad-Hoc reporting is concerned. So you will still have access to all of your old Ad-Hoc reports in native FOCUS.

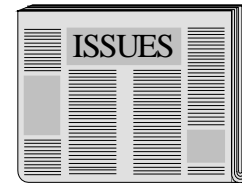
ATTENTION: NEW FOCUS DATA ELEMENTS ADDED:

Have you been writing Ad-Hoc Web FOCUS reports and having problems with pulling information for the year 2000 when also pulling previous years (i.e. FYOBLG GE 1995)? Well, there is now a solution!!! There are now two NEW FOCUS data elements added to FOCUS files RCCP, RCBI, and GUAR. For RCCP and RCBI, they are GOBLDT (for grant obligation date) and OBLDT (for loan obligation date). These fields are structured as MM/DD/YYYY (i.e. 10011998). With a 4 digit year, FOCUS can now recognize the year 2000 as greater than 1995, etc. These new fields are now included in report assistant with all the other data elements and can be used to write your reports. For the GUAR FOCUS file the FOCUS data element is OBLGNDAT (structure YYYY/MM/DD). Please note the differences in structure between the RCCP/RCBI data elements and the GUAR data element. These fields have been tested and work great. Please let us know if you have any problems.





RURAL UTILITIES SERVICE



Refer to multi-program issues.

If you have any questions, contact Robin Pulkkinen in the National Office.

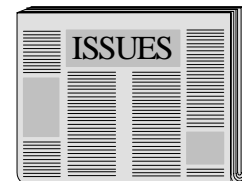
RURAL HOUSING SERVICE



Refer to multi-program issues.

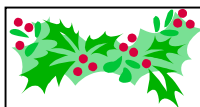
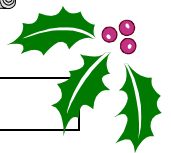
If you have any questions, contact Andrea Barnett in the National Office.

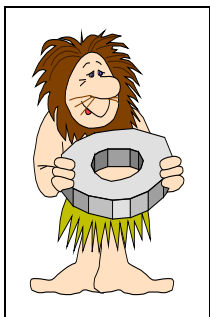
RURAL BUSINESS SERVICE



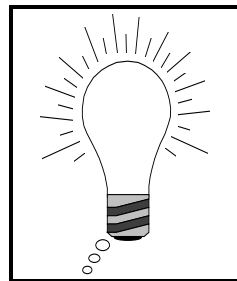
Refer to multi-program issues.

If you have any questions, contact Sylvia Neal in the National Office.





If you have any questions, problems or suggestions, please notify a RCFTS System Review Board (SRB) member listed below. Your input could be invaluable.



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PREVIOUS ISSUES OF THE RCFTS NEWSLETTER

July 2000 (Number 11):

RFA Updates:

- ❖ Screen CP08 – deobligation and EZ/EC fields
- ❖ National Office FOCUS canned reports.

Multi-Program Related Issues:

- ❖ RCFTS integrity
- ❖ WEB FOCUS canned reports

RUS:

- ❖ None

RHS:

- ❖ Performance Measures

RBS:

- ❖ None

April 2000 (Number 10):

General:

- ❖ New RCFTS Users Guides (3/00)
- ❖ WEB FOCUS

RFA Updates:

- ❖ Screen CP08 – Special Initiative Codes
- ❖ Screen CP1A – displays loan number
- ❖ Conversion of Fund Code 57 to 61
- ❖ Screen CP04 – redesign of audit screen
- ❖ New status codes – 147, 220, 247
- ❖ Screen BI 57 – calculates jobs created and saved
- ❖ Report CP01D – status code 405 added

Multi-Program Related Issues:

- ❖ Report 7 – Collection Report/Payments Due
- ❖ Screens CP9A and BI 9A – ultimate recipients
- ❖ Screens CP07 and CP7B – financing statements
- ❖ AD HOC reporting – FY 2000

RUS:

- ❖ None

RHS:

- ❖ Rural Community Development Initiative (RCDI)

RBS:

- ❖ Rural Business Opportunity Grants

February 2000 (Number 9):

General:

- ❖ Proposed Training for FY2000

Multi-Program Related Issues:

- ❖ Purpose of Funds Codes
- ❖ WEB FOCUS
- ❖ Special Initiative Codes

RFA Updates:

- ❖ State and District FOCUS reports with subtotals
- ❖ Screen BI 54 and BI 56 modifications
- ❖ Racial Breakdown Fields
- ❖ CF Grant download
- ❖ Help Screens
- ❖ Printing FOCUS reports
- ❖ Graduation Screens
- ❖ Screen CP09 – Number of Benefitted Users
- ❖ PLAS/RCFTS Interface

New Procedure for Tracking ARC Grants:

- ❖ ARC grants with RD loan/grant funds
- ❖ ARC grants without RD loan/grant funds

RUS:

- ❖ Water and Waste System Description
- ❖ Expanded Definition of the 131 and 231 Status Codes
- ❖ New Type of Assistance Codes – 285, 286, 287

RHS:

- ❖ None

RBS:

- ❖ Rural Economic Development Loan and Grant Program
- ❖ Rural Business Opportunity Grants Manual Obligation Process
- ❖ Intermediary Relending Programs
- ❖ Environmental Code "9"

October 1999 (Number 8):RFA Updates:

- ❖ NAI CS Conversion
- ❖ PLAS/RCFTS Interface
- ❖ New Field - "SI "
- ❖ New Field - "Pay Coll Cde"
- ❖ Additional Fields - Warranty Inspections
- ❖ New Fields - RD System Information
- ❖ Validation - Screen CP12
- ❖ New Purpose of Funds Code

EZ/EC Codes - FY95 Versus FY99 DesignationsRUS:

- ❖ Graduation Reviews
- ❖ Tracking ARC Projects

RHS:

- ❖ I t's a Boy!

RBS:

- ❖ Program Loan Accounting System
- ❖ New Fund Codes for IRP Loans
- ❖ Ultimate Recipient Screens CP9A and BI 9A
- ❖ NAI CS Code Correction/Information
- ❖ BI Status Codes

Attachment 1 - NAI CS Conversion ChartAttachment 2 - Water and Waste System Description**June 1999 (Number 7):**General:

- ❖ New Rcfts User's Guides

RFA Updates:

- ❖ Report BI 05 - Conditional Commitment dates
- ❖ New FOCUS data elements for REDLG
- ❖ New FOCUS data elements for the CP and WW Subsidiary Tracking Information

For Your Information - PLAS/RCFTS interface unreliableNew NAI CS CodesRUS:

- ❖ Coordinator's Meeting - St. Louis - May 1999

RHS:

- ❖ CF EZ/EC Combination (Guaranteed Loan/Grant) - TOA 272
- ❖ Source of Funds Codes - F, G, H
- ❖ Classifying CF Guaranteed Loans

RBS:

- ❖ Rural Industrialization Assistance
- ❖ Ultimate Recipient Screens
- ❖ Accounting Screens - North American Development Bank guaranteed loans and BI Guaranteed EZ/EC loans

January 1999 (Number 6):RFA Updates:

- ❖ Screen BI 55 – compliance reviews
- ❖ Report CP03 – 405 status code
- ❖ Report Codes 536-B and 536-D – RCFTS and PLAS
- ❖ Report CPN01 – National Office Preapplication/Application Report
- ❖ Hidden fields in RCFTS
- ❖ Rural Business Opportunity Grants – TOA 159
- ❖ CP14-WW Subsidiary Tracking – alllows for \$99,999,999

New Management System Card – Community ProgramsProposed RCFTS Meetings/TrainingGraduation ReportsARC'sEmpowerment Zones/Enterprise CommunitiesRBS:

- ❖ None

RHS:

- ❖ CF EZ/EC Combination (guaranteed loan/grant) – new TOA 272
- ❖ Day Care projects
- ❖ Performance Measures
- ❖ CF Grant issues

RUS:

- ❖ SWM's/TAT's

Attachment – 1999 EZ/EC DesignationsAttachment – Fund Codes – Community Facilities